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FS

15 January 1971

MEMORANDUM FOR: Director of Training

SUBJECT: Weekly Activities Report No. 2
11 - 15 January 1971

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1. [REDACTED] GS-14, OS, and [REDACTED] GS-14, RID, will attend the DODCI Intermediate Executive Course starting 25 January.

2. Also starting at the same time is DODCI's Introduction to Computer Technology; we were able to secure two spaces in this course for RID.

3. The Executive Director is again attending the annual Civil Service Commission's Ideas and Authors series; this year's title, "Ideas and Authors for Assistant Secretaries and Executive Officers." Sessions run from 21 January through 30 June; four will be held -- two hours each; tuition is \$150. Among the sessions will be one chaired by Senator Barry Goldwater on "Conscience of the Majority." At the DCI Training Officer's request, we are preparing the necessary nomination paperwork. The invitation to attend was a personal letter from Nicholas Oganovic, Executive Director, CSC, to Colonel White.

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4. Reference Item No. 1 in last week's report, the DDI has turned down Mr. [REDACTED] (OCI) research topic. Mr. [REDACTED] proposed writing a paper on the activities and responsibilities of the DDI careerists [REDACTED]

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[REDACTED] The DDI feels that Mr. [REDACTED] objective in attending FSI's Senior Seminar in Foreign Policy is a broadening one and that this is not a broadening topic.

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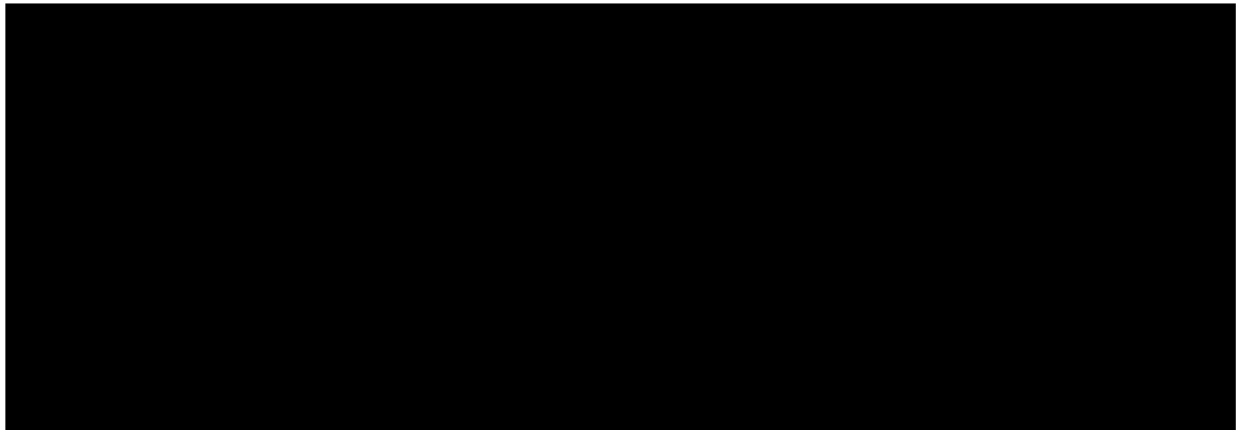
5. A preliminary administrative briefing was given to Mr. [REDACTED] and Planning, in connection with his forthcoming attendance at M.I.T.'s Program for Senior Executives. The course begins 21 February and runs for two months. Tuition is \$5,900 including room and board. We are awaiting reporting instructions from M.I.T. and other information. [REDACTED] will be given an Agency image representation briefing next week at his request. 25X1A9a

He will be our first participant in this M.I.T. program. (At this stage it looks as if there will be no more than 30 in the class, which is much smaller than the other senior management programs.)

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6. The "big advance" went off without a hitch on 12 January, thanks once again to the fine cooperation and assistance given us by OTR's B&F office. [REDACTED] handled the disbursing, etc.; [REDACTED] handled AIR's part in the operation. Only a few people failed to show up and these individuals came to 1000 Glebe to pick up their tuition advances. 25X1A9a

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8. [REDACTED] DDS/SSS, attended a three-day seminar on Microfilm Information Systems at Control Data Corporation at a cost of \$275. He suggested in his end of course report that this course has great pertinence to Agency duties and that an "in-house" course would benefit a large number of employees with a great savings in cost.

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We have contacted [REDACTED] who ran the seminar for Control Data and they will put on a three-day seminar for us in 1 A 13, Headquarters for a maximum of 25 students for \$1,050.00 on 3 - 5 March 1971.

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9. To aid School Chiefs in preparing submissions for the Program Call, AIR has been preparing statistical summaries of courses, students, and student days -- by Directorate and by Course. The figures will cover the period 1 November 1969 - 31 December 1970. Statistics will also be furnished for the 1 November 1968 - 31 December 1969 period for comparison.

10. We now have the necessary minimum of five students for the Instructor Training Workshop scheduled for 25 January - 3 February (three from Support School and two from the Technical Services Division). The Workshop will be conducted in [REDACTED] 25X1A6d
Building. 25X1A9a

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11. [REDACTED] talked with Mr. [REDACTED]

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[REDACTED]
As Applied to Intelligence Functions" course. [REDACTED] had 25X1A9a indicated earlier that OTR could have someone sit in on that part of the course. The next course begins on 15 March and [REDACTED] 25X1A9a will let Nancy know the exact times of the Delphi portion about 15 February. He expects the Delphi portion to be given in early April -- three hours one week, two hours the next week, and two hours the last week.

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12. Transfer of projection equipment from Audio Aids Branch to [REDACTED] has been completed.

13. Our relations with Security have deteriorated. We blew the fuse in the projection booth of G A 13. Later one of their projectors was left running and consequently burned out. We also failed to realign their projectors after using ours from the booth. We admit blame for the failure to realign the equipment but we were not at fault for the damage to the projector.

14. Graphics has agreed to inspect and clean OTR films periodically without the need for bureaucratic forms.

[REDACTED]
Chief
Instructional Support Staff

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